Kinross Wolaroi School (KWS) is a co-educational Independent School of the Uniting Church. It has a strong history of excellent academic results along with a wide co-curricular program, with students who have excelled at all levels. We are a non-selective school of some 1100 students, nestled in the NSW central tablelands of the city in Orange. KWS has a proud tradition of educating young people in a family environment where ideals are based solidly on friendship, spirituality, the security of family values, hard work and the pursuit of excellence to the very best of one’s ability. The School offers the unique opportunity for co-educational learning with separate boarding sites for boys and girls. Students are provided with a holistic education and we pride ourselves in offering a varied curriculum to meet the varying needs of most students.

Support for the culture of an Independent Uniting Church School is an essential prerequisite.

POSITION OBJECTIVES & RESPONSIBILITIES

The Rowing Performance Coach is responsible to the Head of Rowing and works closely with the Rowing Master to ensure the smooth operation of the Rowing Programme.

The Rowing Program endeavours to provide an enjoyable experience for all students who wish to participate and aims to provide an environment that supports athletes to develop their full potential through technical excellence.

The Rowing Performance Coach should ensure:

- The overall standard of performance of rowing across the School is of a high standard.
- The implementation of a successful and well-co-ordinated School program for rowing.
- Appropriate standards for student safety are maintained at all times.
- The correct wearing of uniform and general good appearance of students at training sessions and at competition regattas.

Duties related to the position include, but are not limited to the following:

<table>
<thead>
<tr>
<th>Key Word</th>
<th>Duties</th>
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<tbody>
<tr>
<td><strong>Performance Coaching</strong></td>
<td>• Responsible for assisting the Head of Rowing and fellow coaches in the selection of crews and nomination of regatta entries.</td>
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<td>• Responsible for skills development of all rowers from the novice to the experienced.</td>
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<td></td>
<td>• Responsible for working with the Head of Rowing and the other coaches to ensure a high level of fitness and appropriate rowing technique throughout the program, including co-ordinating land based rowing training and programmes across all levels</td>
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<tr>
<td><strong>Rowing Program</strong></td>
<td>• Responsible for assisting with the smooth operation of the Rowing Program and its development and growth.</td>
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• Ensure high standards are set for students in training and competition including the correct wearing of uniform and general good appearance of students
• Ensuring appropriate standards are set for students with regard to all aspects of the program including oversight of safety and ensure this is maintained at all times.
• Ensure high standards are set for students in training and competition including the correct wearing of uniform and general good appearance of students

| Communication | • Ensuring good and effective communication with the coaching staff, parents and students with regard to all aspects of the rowing program to ensure harmony within the club. |
| Professional Development | • Attend external coaching meetings  
• Actively engage in professional development |
| General | • Attend to any other matters thought appropriate for the position and consistent with the skills of the incumbent as directed by the Director of Co-Curricular and the Head of Rowing. |

**PROFESSIONAL REVIEW**

This position description as outlined above is intended as a framework for professional review.

**REPORTING**

The Principal holds ultimate administrative responsibly however for practical purposes these responsibilities are delegated to the Business Manager. For day-to-day operational matters the role will be responsive to the directions of the Director of Co-Curricular, Director of Rowing and the Master in Charge of Rowing (supervisors).

**SELECTION CRITERIA**

**General Expectations for staff at KWS:**

Support for the culture of an Independent Uniting Church School is an essential prerequisite for all employees of the School.

Serve as good ambassadors of the School. This includes conducting oneself in accordance with the professional standards of the School, including being well-groomed and wearing appropriate professional attire.

Take an active interest in the general life of the School - supporting policies, procedures, aims and objectives in order to facilitate the day-to-day operation of, and promote a high quality of education within, the School.

Attend staff meetings and training when required.

Ensure all students and parents are provided with a quality service in a timely, efficient and friendly manner.

Maintain professional confidentiality concerning information about staff and/or students and their families.

Act as a member of a team, developing and supporting the philosophy and ethos of the team.

Ensure that all documents are prepared and presented in accordance with the School’s Writing Protocol.
Working with Children (Criminal Record Checking)
The Working with Children (Criminal Record Checking) Act 2004 applies for anyone working in child related employment.

Workplace Health & Safety
Be informed of WHS legislative and associated requirements (as employer makes information available, employee is to take steps to understand how it applies to self)

Observe Kinross Wolaroi School WHS Protocol

Identify WHS information and training needs for self

Be involved in WHS projects according to priorities set by consultative processes and management direction

Comply with WHS initiatives as directed and agreed with management and consultative processes

Comply with safe work procedures as instructed by supervisor or manager

Comply with legal and reasonable instructions from employer representatives

Report all hazards, accidents and incidents to your supervisor and comply with WHS committee recommendations

Personal Qualities

Highly developed interpersonal skills with the ability to develop and maintain constructive working relationships at all levels across diverse groups, including teaching and non-teaching staff.

Cheerful disposition

Ability to remain calm under pressure

Willingness to support the mission and values of KWS

Demonstrate a high degree of discretion, initiative and personal organisation

Essential Criteria

- An in-depth knowledge of current training and coaching methods
- Excellent leadership, communication and interpersonal skills
- High levels of integrity, diplomacy, confidentiality and tact
- Proven ability to be proactive and show initiative in a variety of situations
- A determination to ensure excellence across all sectors of the rowing programme and a willingness to continue to learn and to be innovative
- An expectation to complete Senior First Aid and Mandatory Notification
Desirable Criteria

- Appropriate Teaching Qualifications
- An understanding of, or experience with Rowing at a level beyond school
- An understanding of school procedures and expectations

APPOINTMENT CONDITIONS

This position is a fixed-term contacted role. The regular pattern of work will be determined on the basis of a fortnightly roster which will be provided by the supervisor.

The position is classified under Instructional Services in the Award.

Applications should provide the following documents either by hard copy or by email, with a covering letter addressing the criteria listed above and outlining how to approach the position. Please include a Curriculum Vitae of no more than 4 pages and details of 3 referees including professional and personal.

Applications close on Friday 1 April, emailed to kkenny@kws.nsw.edu.au or addressed to:

Mr B J Kennelly
Principal
Kinross Wolaroi School
Locked bag 4
Orange NSW 2800
Preferred applicants will be screened in accordance with Child Protection legislation

Brian Kennelly
Principal – Kinross Wolaroi School